

INFORMATION

MR. BANNERMAN

REGISTRY

MEMORANDUM FOR: Deputy Director for Intelligence

SUBJECT : Failure of Agency Employee to Attend Kings Point  
Executive Seminar

25X1 1. The Director of Training sent me a memorandum he received from the Registrar which contained information that [redacted] 25X1  
[redacted] did not attend a course for which he had been officially registered. The course was one that was held at the Executive Seminar Center at Kings Point, New York, by the Civil Service Commission. 25X1  
The Registrar was aware of the nonattendance of [redacted] only when he received a telephone call from the Kings Point Center making inquiry concerning [redacted] absence. 25X1

2. Upon investigation, it was discovered that [redacted] had gone overseas on TDY, and, through a series of misunderstandings and lack of advice to the Registrar's Office concerning [redacted] unavailability, the slot authorized the Agency remained unfilled. 25X1  
The substitution of another individual was not effected. 25X1

3. I am sure you will agree such a situation is very embarrassing. Mr. Baird, the Director of Training, assumed the blame and apologized to the people at Kings Point, although neither he nor the members of his Office were responsible. I know that a failure such as this is unlikely to happen again as all concerned in NPIC and your Administrative Staff are fully aware of the matter. However, I do feel that you should be acquainted with the situation so that an internal procedure can be established to avoid embarrassment of this kind in the future.

67-1-1-09

L. K. White  
Deputy Director  
for Support

SA-DD/S:RBJH/ms (4 May 65)

Distribution:

Orig & 1 - Addressee

1 - DD/S Chrono (thermo)

1 - DD/S Subj, w/background (DD/S 65-2004)

1 - Senior Training Officer, DD/S

cc: Director of Training w/background

COPY

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SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

<input type="checkbox"/>	UNCLASSIFIED	<input checked="" type="checkbox"/>	CONFIDENTIAL	<input type="checkbox"/>	SECRET
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25X1  
CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	DTR	29 Apr 65	s/MB
2	<div style="border: 1px solid black; width: 150px; height: 20px;"></div>		
3	Director of Training 819 1000 Glebe		
4			
5			
6			

<input type="checkbox"/>	ACTION	<input type="checkbox"/>	DIRECT REPLY	<input type="checkbox"/>	PREPARE REPLY
<input type="checkbox"/>	APPROVAL	<input type="checkbox"/>	DISPATCH	<input type="checkbox"/>	RECOMMENDATION
<input type="checkbox"/>	COMMENT	<input type="checkbox"/>	FILE	<input type="checkbox"/>	RETURN
<input type="checkbox"/>	CONCURRENCE	<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	SIGNATURE

Remarks:

h/w by Mr. Baird: " 1 to 2 FYI only. This is the sort of thing that makes us look bad. As far as Kings Point is concerned, I have assumed blame and apologized abjectly. s/Matt"

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R/TR, 839	4/28/65

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25X1

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Subj: Failure to Show for Kings Point Exec..  
Seminar Center Course

4. Suffice to say the Registrar's Office was not advised of the empty slot until the aforementioned call came in from Kings Point. Travel Orders had been cut in the Registrar's Office on 12 April as part of the SOP for all external trainees. In my opinion, based on the information given above, the fault rests with [redacted] office. [redacted] has indicated that if the fault is theirs and he does not reject this, a part of the fault rests with NPIC as well. However, according to [redacted] it is unlikely that such a failure of communication will happen again in the foreseeable future.

[redacted]  
Registrar

R/TR: [redacted] /vh:27 Apr '65

Distribution:

- 0 & 1 - Addressee
- 1 - Secretary, TSB
- 2 - RS/TR

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TRANSMITTAL SLIP // 5 May 1965

TO:

Colonel White (via Mr. Bannerman)

ROOM NO.

BUILDING

REMARKS:

Recommend your signature.

VT  
VRT

FROM:

ROOM NO.

BUILDING

EXTENSION

FORM NO. 241

REPLACES FORM 36-8

☆ GPO : 1957—O—439445

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